

Washington State Credentialing Requirements

Licensed Social Work Associate - Advanced (Chapter 18.225 RCW, 246-809 WAC)

Licensed Social Work Associate - Independent Clinical (Chapter 18.225 RCW, 246-809 WAC)

Type of Credential:

License

DOH Contact:

Customer Service Center - 360-236-4700

Credentialing Requirements	Verification Documents Obtained
Graduation from a master's or doctorate social work educational program accredited by the council on social work education.	Official transcript with degree and date posted, received directly from applicant's program. Transcripts not in English must have an official translation.
State licensure verification	Applicant lists all states where credentials are or were held, including where applicant has applied but a credential was not granted. A verification form must be completed and submitted by the jurisdiction where the applicant is or was credentialed. Applicant sends form to jurisdiction for completion. The jurisdiction sends completed form directly to the department.
Statement about: <ul style="list-style-type: none">• physical and mental health status• lack of impairment due to chemical dependency/substance abuse• history of loss of license, certification or registration• felony convictions• loss or limitations of privileges• disciplinary actions• professional liability claims history	Applicant must answer personal data questions. An appropriate explanation and required documentation must be sent with positive answers. If there is a positive answer to the professional liability claims history question, the applicant must send an explanation of the nature of the case, data and summary of care given, copies of the original complaint, and the settlement or final disposition. If pending, applicant must indicate status.

Additional Information/Documents Required

- HIV/AIDS training – four hours

NOTE: An associate is a prelicensure candidate who has a graduate degree in a mental health field under RCW 18-225-090 and is gaining the supervision and supervised experience necessary to become a licensed independent clinical social worker, a licensed advanced social worker, a licensed mental health counselor, or a licensed marriage and family therapists. Associates may not independently provide social work, mental health counseling, or marriage and family therapy for a fee, monetary or otherwise. Associates must work under the supervision of an approved supervisor.

Independent social work, mental health counseling or marriage and family therapy is the practice of these disciplines without being under the supervision of an approved supervisor.

Process for Approving/Denying Applications

Credentialing staff review the application and supporting documents to make an initial determination on eligibility. The recommendation is based upon the requirements outlined in RCW 18.225 & WAC 246-809. Credentialing supervisors approve applications that do not have positive answers to personal data questions, have questionable verifying documents, or are otherwise “red flag” applications. Red flag applications are forwarded to the exception application process for determination by the appropriate disciplining authority. An applicant will be formally notified of a denial and has the opportunity for a hearing.

Renewal Requirements

Social work associates (advanced and independent clinical) must renew their license every year on the date of issuance. The associate credential can only be renewed four times.

Associates are not required to complete continuing education in order to renew their credential. However, at the time they apply to be Licensed Independent Clinical Social Worker or a Licensed Advanced Social Worker, they will be required to attest to the completion of 36 hours of continuing education, 6 of which must be in professional law and ethics.